

Inspector General Institute
Minutes of the Board of Governors Meeting
December 30, 2005

1. The IG Institute's Board of Governors met on December 30, 2005 (9 am) at the Institute's classrooms, 1735 North Lynn Street, Rosslyn, VA.
2. Attendees were:
 - Robert Emmons, IG, Pension Benefit Guaranty Corp (HR Committee)
 - David Williams, IG, US Postal Service (Investigations Committee)
 - Jill Gross, AIG, Commerce (Inspection & Evaluation Committee)
 - Kenneth Konz, IG, Corporation for Public Broadcasting (Audit Committee)
 - Dennis Schindel, Deputy IG, Dept of Treasury (Audit Committee)
 - Kenneth Donohue, IG, Housing and Urban Development (Investigations Committee) participating via telephone.
 - Kevin McBride, Housing and Urban Development (representing Ken Donohue)
 - Tom Sharkey, Acting Executive Director, IG Institute
 - Stephen Lawrence, Board Secretary
 - Kingsley Haynes, Dean of School of Public Policy, George Mason University.
 - James Finkelstein, Associate Dean of School of Public Policy, George Mason University.
3. Mr. Emmons opened the meeting and introduced Mr. Haynes and Dr. Finkelstein of George Mason University's School of Public Policy. The School of Public Policy has an existing contract with the IG Institute to provide strategic and organizational support.
4. The following actions were completed by the Board of Governors:
 - Minutes of the December 8, 2005, BOG meeting were accepted and approved.
 - Stephen Lawrence was approved as Secretary to the BOG.
 - The Acting Executive Director's informed the Board that the budget in the approved business plan required revision for two reasons. Funding for the Executive Director was not included in the FY 2006 budget, and the fund balance for the Investigator Academy was actually less than the balance in the business plan. To address the shortfall, Mr. Sharkey requested that the \$500,000 assessment in the original business plan be reallocated between the schools. The proposal was fully coordinated with the Audit and Investigative Committee Chairs as well as the cognizant IG of each school, and would not affect course offerings in FY 2006. Mr. Sharkey presented a comparison of the original plan to the proposed reallocation. The proposal would reallocate the \$500,000 in the original business plan as follows:

<u>School</u>	<u>Business Plan</u>	<u>Reallocation</u>
Criminal Investigative	-0-	\$ 85,000
Audit and Inspections	\$ 380,000	210,000
Management	120,000	105,000
Funding for Interim Executive Director	-0-	100,000
Total	<u>\$ 500,000</u>	<u>\$ 500,000</u>

Mr. Sharkey presented a formal request for reallocation and the Board unanimously approved the proposed reallocation.

5. Following Mr. Sharkey's departure, Kingsley Haynes and James Finkelstein made a presentation to the Board and proposed that the Board consider engaging George Mason University to help the Board to develop the business strategy for operating the IG Institute. They suggested that the long-range strategy should be developed before selecting a permanent Executive Director, and proposed that Dr. A. Lee Fritschler as Executive Director of the IG Institute for the balance of FY 2006.

Dr. Fritschler is professor at GMU School of Public Policy and served as Assistant Secretary for Post Secondary Education in the U.S. Department of Education and as Director for the Center of Public Policy Education at the Brookings Institute. Lee would provide interim leadership for the \$100,000 currently in the budget and GMU would supplement the Institute's available budget to cover GMU's costs thru the end of the fiscal year. GMU looks at its relationship with the IG Institute as a long-term opportunity, and it wants to bring an academic/professional connection to the institute that has not been previously available. Their proposal is a trial relationship for both GMU and the Institute, and no commitments were made beyond the end of the fiscal year.

6. Mr. Emmons called the BOG into Executive Session and Kingsley Haynes and James Finkelstein departed. After extensive discussion on the proposal from George Mason, the Board voted unanimously to appoint Lee Fritschler as the interim Executive Director of the IG Institute. It was agreed that:

- Mr. Emmons and Mr. Williams would ask the Contracting Officer at the USPS OIG to issue a task order under the existing contract with George Mason that will permit Dr. Fritschler to provide leadership as interim Executive Director during the transitional period.
- The Board will explore the possibility of contracting with George Mason to provide "back room" administration services to the IG Institute (i.e., registration, tuition collection and processing, etc.).
- The Board will continue to plan for selecting a permanent Executive Director by September 30, 2006.

7. The Board discussed the need for audits of fund balances of the individual schools in preparation for the transition to consolidated financial records for the IG Institute. The Board unanimously approved formation of an audit team to conduct financial audits of IG Institute's three schools as of assumption date of January 1, 2006 and the termination date of September 30, 2006. Members of the Board agreed to request that the committees they represent (Audit Committee, Investigations Committee and Inspections & Evaluation) appoint a member of the team.

8. Mr. Emmons adjourned the meeting at 11:50 am. The next scheduled BOG meeting is January 23, 2006, 1 pm to 4 pm, at the IG Institute.